



City Council Meeting & Public Hearing

NOVEMBER 17, 2025

OFFICIAL MINUTES

Office of the City Clerk

ALPHARETTA CITY HALL
COUNCIL CHAMBERS | 2 PARK PLAZA | 6:30 PM

OFFICIAL MINUTES

The public is advised that the following minutes are not a verbatim transcription of business presented at the Council Meeting of the date shown; but are a synopsis of pertinent information. The public is further advised that the video recording for said meeting is a matter of public record and is available to be viewed at the City Clerk's office during normal business hours or viewed online at <https://www.youtube.com/user/alpharettagov>.

1. CALL TO ORDER

- Mayor Gilvin called the meeting to order at 6:30 p.m.

2. ROLL CALL

- **Council Members**
 - Mayor Jim Gilvin
 - Donald F. Mitchell
 - John Hipes
 - Fergal M. Brady
 - Douglas J. DeRito
- **Council Members Absent**
 - Mayor Pro Tem Dan Merkel
- **Staff**
 - Chris Lagerbloom, City Administrator
 - John Robison, Assistant City Administrator
 - Molly Esswein, City Attorney
 - Lauren Shapiro, City Clerk
 - Adam Montgomery, Director of Information Technology

- Brad Denkinger, Fire Chief
- Charlie Jewell, Director of Economic Development
- Kathi Cook, Director of Community Development
- Morgan Rodgers, Director of Recreation, Parks, and Cultural Services
- Pete Sewczwicz, Director of Public Works
- Tom Harris, Director of Finance
- Trent Lindgren, Police Chief
- Grace Orehosky, Municipal Records Officer
- Joel Carnow, GIS Planner

3. PLEDGE TO THE FLAG

4. CONSENT AGENDA

A. City Council Meeting Minutes (Meeting of 11/3/2025)

Consideration of approval of the City Council meeting minutes from the meeting of November 3, 2025.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to approve the consent agenda.
 - Council Member Mitchell seconded the motion.
 - The motion was approved unanimously (5-0).

5. NEW BUSINESS

A. PH-25-17 North Point Development Plan and Tax Allocation District

The first public hearing for this item occurred during the November 3, 2025 City Council meeting.

Consideration of adoption of a resolution to approve and adopt a Redevelopment Plan to create Tax Allocation District #3 - Alpharetta North Point Activity Center.

- City Attorney, Molly Esswein, read the Resolution title aloud.

- Gary Mongeon, with KB Advisory Group, came forward to present this item.
- Staff retained Bleakly Advisory Group to assist the City in evaluating opportunities that could result from creating a Tax Allocation District (TAD) for the North Point area. The creation of a Tax Allocation District dedicates future taxes over and above the current tax base for a set period to cover the costs of a variety of development activities within the district. Cities and counties across the country are using several different tools, including TAD's, to assist with redevelopment projects for commercial corridors.
- The district will help achieve the goals for the North Point Activity Center, as detailed in the 2018 LC Plan, which includes transportation improvements, multi-use trail connections, public greenspace and assistance with redevelopment, subject to council plan approval. Tax Allocation Districts are a mechanism for revitalizing underutilized areas. The redevelopment plan will conform with the Georgia Redevelopment Powers Law (O.C.G.A. Title 36 Chapter 44). The TAD creation will allow the City the opportunity to make significant infrastructure investments to create the environment and attract private investment for the area.

CITY COUNCIL DISCUSSION:

- Council Member DeRito asked about the lifespan of the TAD and when it would begin if it were approved.
- Council Member Brady asked if this TAD would be considered an Economic Development tool.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to adopt a Resolution to approve a Redevelopment Plan to create Tax Allocation District #3 - Alpharetta North Point Activity Center.
 - Council Member DeRito seconded the motion.
 - The motion was approved unanimously (5-0).

B. Purchase Approval: Wireless Access Point Replacement with MGT Impact Solutions, LLC

Consideration of approval of an agreement with MGT Impact Solutions, LLC under state contract as the reseller to provide wireless access points, and associated implementation services, in the amount of \$118,353.50, and with authorization for the Mayor to execute all necessary documents.

- Information Technology Director, Adam Montgomery, came forward to present this item.
- This purchase approval was funded in a capital fund for Fiscal Years 2024 and 2025 budgets.
- Using the Georgia state contract, MGT Impact Solutions, LLC., is recommended for purchase approval to replace our current, end-of-life wireless access point infrastructure. MGT is our preferred vendor and has previously collaborated with the City on network-related projects. This continuity allows for faster and more straightforward implementation, as they are already familiar with our environment.
- As part of this project, MGT will conduct a more in-depth analysis of our buildings, install and configure the devices, and remove the old devices. The project's infrastructure is anticipated to last for five years before scheduled replacement in Fiscal Year 2031.
- The anticipated Fiscal Year 2027 operating cost is \$13,000. Today, we budget \$20,000 for support of our current wireless access point system.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Mitchell offered a motion approve an agreement with MGT Impact Solutions, LLC under state contract as the reseller to provide wireless access points, and associated implementation services, in the amount of \$118,353.50, and to authorize the Mayor to execute all necessary documents.
 - Council Member Brady seconded the motion.
 - The motion was approved unanimously (5-0).

C. Purchase Approval: Renewal of Novacoast Inc.

Consideration of approval of an agreement with Novacoast Inc. under U.S. General Services Administration contract GS-35F-246BA for asset management and vulnerability

mitigation software in the amount of \$113,000.00, and with authorization for the Mayor to execute all necessary documents.

- Information Technology Director, Adam Montgomery, came forward to present this item.
- This renewal is funded in the Fiscal Year 2026 budget. Using the GSA contract, Novacoast, Inc. is recommended for purchase approval. As a result of additional licenses and a price increase, this renewal is \$9,183.00 higher than the renewal for Fiscal Year 2025.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Mitchell offered a motion approve an agreement with Novacoast Inc. under U.S. General Services Administration contract GS-35F-246BA for asset management and vulnerability mitigation software in the amount of \$113,000.00, and to authorize the Mayor to execute all necessary documents.
 - Council Member Hipes seconded the motion.
 - The motion was approved unanimously (5-0).

D. Professional Services Agreement and Purchase Approval: Carahsoft Technology Corporation

Consideration and approval of a Professional Services Agreement between the City of Alpharetta and Carahsoft Technology Corporation for grant management software in the amount of \$45,120.00, and with authorization for the Mayor to execute all necessary documents.

- City Clerk, Lauren Shapiro, came forward to present this item.
- Staff is seeking approval of a Professional Services Agreement and purchase of eCivis Grants Network Software, through the technology corporation, Carahsoft. If approved, this is the third year that the City would be utilizing software for seeking and managing grants. In 2023, City Council approved the first Carahsoft Cooperative Agreement for purchase of eCivis Grants Network Software and for grants management firm, Witt O'Brien's to research, author, and consult the City regarding its grant applications.

- In 2023, there was a start-up cost of \$26,114.77 for one-time implementation of the software and the annual cost of the software was \$40,920.00. In 2024, the annual cost of the software was \$42,966.00. For this year (2025), the total annual cost for this contract renewal is \$45,120.00.
- eCivis is a cloud-based software company that will provide their "Grants Network" grant management software that will help simplify finding future grant opportunities and track funding that has been awarded. Instead of spending hours researching grants online through federal and agency websites, the Grants Network software has a search engine that can be customized to fit the city's projects and send notifications to staff once a new grant (that could help fund the city's identified initiatives) has been published.
- Additionally, once a grant has been awarded to the City of Alpharetta, the Grants Network software will also communicate with and import data from the city's finance software. This will help staff quickly monitor funding received and spent and will create reports that are usually required for annual reporting to the issuing agency.
- The eCivis Grants Network software is utilized by both city staff and consultants from the City's grant management firm, Witt O'Briens.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion approve a Professional Services Agreement between the City of Alpharetta and Carahsoft Technology Corporation for grant management software in the amount of \$45,120.00, and to authorize the Mayor to execute all necessary documents.
 - Council Member Brady seconded the motion.
 - The motion was approved unanimously (5-0).

E. Ordinance: Massage and Spa Establishment Text Amendments

SECOND READING

The first public hearing occurred during the November 3, 2025 City Council meeting.

Consideration of an ordinance proposing modifications to Chapter 10, Article IX of The Code of the City of Alpharetta regarding requirements and procedures governing

background checks; to clarify requirements for applications for licensing and permitting; to provide for relevant definitions; to repeal conflicting ordinances; and for other purposes.

- City Attorney, Molly Esswein, read the Ordinance title aloud and came forward to present this item.
- Earlier this year, the City Council adopted changes to the ordinance to provide for fingerprinting of applicants for massage and spa establishment licenses. The language presented was based on recommendations from the GBI, who coordinates with the FBI for approval to conduct fingerprinting background checks on ordinance applicants. However, the GBI has since provided updated guidance and standards in order to receive approval for fingerprinting. The proposed ordinance amendment incorporates those updated recommendations.
- There have been no changes since the first reading and initial public hearing.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to adopt an Ordinance proposing modifications to Chapter 10, Article IX of The Code of the City of Alpharetta regarding requirements and procedures governing background checks; to clarify requirements for applications for licensing and permitting; to provide for relevant definitions; to repeal conflicting ordinances; and for other purposes.
 - Council Member Brady seconded the motion.
 - The motion was approved unanimously (5-0).

6. PUBLIC HEARING

- City Attorney, Molly Esswein, read the public hearing procedures aloud.

A. Z-25-14/V-25-31 10235 Waters Road

Consideration of a rezoning and variance to allow for the subdivision of a 0.841-acre property into 2 'For-Sale' single-family detached lots. A rezoning is requested from CUP (Community Unit Plan) to R-15 (Dwelling, 'For-Sale', Residential) and variances are requested to Unified Development Code (UDC) Subsection 2.2.5(D) to reduce the front and

rear setbacks. The property is located at 10235 Waters Road and is legally described as being located in Land Lot 58, 1st District, 1st Section, Fulton County, Georgia.

- Community Development Director, Kathi Cook, came forward to present this item.
- The applicant, Barry Dunlop, is requesting a rezoning and variance in order to subdivide a 0.84-acre property into two (2) 'For-Sale' single-family detached lots. A rezoning is requested from CUP (Community Unit Plan) to R-15 (Dwelling, 'For-Sale' Residential) and a variance is requested to reduce front setbacks. The subject property is located at 10235 Waters Road near the northeast corner of Waters Road and Jones Bridge Road.
- This item was considered at the November 6, 2025 Planning Commission meeting. There were no public comments. After discussion, the Commission recommended approval subject to the staff recommended conditions (vote 7-0).
- Staff recommends that Mayor and Council approve Z-25-14/V-25-31 BRKT PROPERTIES/10235 Waters Road, subject to the following conditions:
 1. The site, consisting of approximately 0.84 acres, shall be rezoned to R-15 and developed substantially similar to the alternate site plan prepared by Paradigm, dated 9/23/25, except for modifications required to comply with the conditions below. However, lot yield depicted is not guaranteed and subject to meeting all City code requirements and conditions of zoning.
 2. Home elevation style, exterior materials and details shall be similar to the submitted renderings, labeled Exhibit A – Rendering, with final approval by Staff. Primary exterior materials shall be brick and/or stone. Homes shall have 3-sided (front and sides) architecture, materials and details, as approved by Staff.
 3. Homes shall be side loaded, and each lot shall be permitted a curb cut on Waters Road.
 4. Building setbacks shall be: Front (Waters Road) - 50' for Lot 2 and 65' for Lot 1, Side - 10' (both Lots), and Rear - 35' for Lot 2 and 25' for Lot 1.
 5. Developer shall improve Waters Road streetscape with a minimum 6' planter planted with street trees and minimum 6' sidewalk, as approved by Staff.
 6. Minimum 10' decorative landscape strip shall be provided along Waters Road, consisting of a mix of trees and shrubs, as approved by Staff.

7. Developer shall plant a mix of evergreen and deciduous trees in the perimeter 5' landscape strips.
 8. Trees shall be saved as depicted on the alternate site plan prepared by Paradigm, dated 9/23/25. Tree saves shall be consistent with the submitted Tree Save Inventory, if trees are in good/fair condition, as approved by Staff.
 9. Unfinished wood fences and decks shall not be visible from Waters Road.
- The undeveloped property appears to have been previously developed with a single-family detached home that has since been removed. In conjunction with the adjacent subdivision Waters Cove, the subject property was rezoned in Fulton County and later annexed into the City of Alpharetta. The developer of Waters Cove used the allocated density within that subdivision, limiting the subject property to one (1) single-family lot. Surrounding properties are zoned CUP. Akunna Court is under construction and located to the northwest, Waters Cove is located to the north and east, Wrights Mill Common is located to the west, and City of Johns Creek is located to the south. The comprehensive land use plan designation of the property is 'Medium Density Residential', which supports the applicant's proposal.
 - Unified Development Code (UDC) Subsection 2.2.5 (D) requires a 65' front setback along Waters Road in the R-15 zoning district. The applicant requests a variance to reduce the front setback along Waters Road to 50'. The applicant states that the triangular shape and topography of the property creates a hardship and the requested front setback variance would allow for tree saves in the rear yards. The applicant proposes to offset the front setback variance by increasing the rear setback from 25' to 35', which supports additional tree saves. As shown in the table below, nearby subdivisions have setbacks along Waters Road that are similar or less than the applicant's requested 50' front setback.
 - The submitted site plan depicts the 0.84-acre property being subdivided into two (2) single-family detached lots. Lot 1 is 18,775 square feet with 100' of frontage and Lot 2 is 17,902 square feet with 138' of frontage. Homes are oriented to Waters Road and each lot will have access from a new driveway off Waters Road. Garages are depicted to be side loaded. Lots are depicted with a 50' front setback along Waters Road, ten-foot (10') side setbacks and 35' rear setback. A ten-foot (10') landscape strip is required

along Waters Road and five-foot (5') landscape strips are required around the perimeter of the 0.84-acre property.

- The applicant submitted a tree survey and assessment which identifies four (4) specimen trees on the property, of which none are proposed to be saved on the applicant's proposed site plan. There are several trees depicted to be saved in the front, side and rear yards, with the largest number of tree saves located in the rear yards. The applicant provided an inventory of tree saves for each lot, with Lot 1 having fourteen (14) tree saves totaling 144 caliper inches and Lot 2 having nine (9) tree saves totaling 116 caliper inches. The applicant provided an alternate site plan depicting Lot 1 with a 65' front setback and tree saves in the front yard.
- The applicant provided an example rendering of the type of home to be constructed on the two (2) lots. The rendering depicts a two (2) story home in the modern farmhouse style with a Tudor Eclectic influence. The primary exterior material is brick.
- The proposed project, consisting of two (2) single-family detached homes, would generate approximately two (2) AM Peak Hour trips and two (2) PM Peak Hour trips.
- The Citizen Participation Plan Report submitted by the applicant states that property owners within 500' were contacted regarding the applicant's intent. The report states that the only comment received was at the CZIM.
- The Community Zoning Information Meeting was held on October 8, 2025. There was one (1) public comment indicating that trees are breaking a fence and interested in purchasing Lot 2.
- The Applicant, Barry Dunlop (Paradigm Engineering), came forward to speak on behalf of this application.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to approve Z-25-14/V-25-31 BRKT Properties 10235 Waters Road, subject to the following conditions:
 1. The site, consisting of approximately 0.84 acres, shall be rezoned to R-15 and developed substantially similar to the alternate site plan prepared by Paradigm, dated 9/23/25, except for modifications required to comply with the conditions

below. However, lot yield depicted is not guaranteed and subject to meeting all City code requirements and conditions of zoning.

2. Home elevation style, exterior materials and details shall be similar to the submitted renderings, labeled Exhibit A – Rendering, with final approval by Staff. Primary exterior materials shall be brick and/or stone. Homes shall have 3-sided (front and sides) architecture, materials and details, as approved by Staff.
 3. Homes shall be side loaded, and each lot shall be permitted a curb cut on Waters Road.
 4. Building setbacks shall be: Front (Waters Road) - 50' for Lot 2 and 65' for Lot 1, Side - 10' (both Lots), and Rear - 35' for Lot 2 and 25' for Lot 1.
 5. Developer shall improve Waters Road streetscape with a minimum 6' planter planted with street trees and minimum 6' sidewalk, as approved by Staff.
 6. Minimum 10' decorative landscape strip shall be provided along Waters Road, consisting of a mix of trees and shrubs, as approved by Staff.
 7. Developer shall plant a mix of evergreen and deciduous trees in the perimeter 5' landscape strips.
 8. Trees shall be saved as depicted on the alternate site plan prepared by Paradigm, dated 9/23/25. Tree saves shall be consistent with the submitted Tree Save Inventory, if trees are in good/fair condition, as approved by Staff.
 9. Unfinished wood fences and decks shall not be visible from Waters Road.
- Council Member Mitchell seconded the motion.
 - The motion was approved unanimously (5-0).
 - After the motion there was discussion about clarification about the setbacks that were approved in the motion.
 - ❖ Council Member Mitchell offered a motion to reconsider this item.
 - Council Member DeRito seconded the motion
 - The motion was approved unanimously (5-0).

- ❖ Council Member Hipes offered a motion to defer to the January 26, 2025 City Council meeting to allow the applicant to bring forward architecture, footprints, and elevations.
 - Council Member Mitchell seconded the motion.
 - The motion was approved unanimously (5-0).

B. Z-25-12 Herdee/302 North Main Street

Consideration of a rezoning to allow an existing 2-story building to be used for an office, certain commercial uses subject to a conditional use, and a single-family dwelling unit on 0.357 acres in the Downtown. A rezoning is requested from O-I (Office-Institutional) to DT-LW (Downtown Live-Work). The property is located at 302 North Main Street and is legally described as being located in Land Lot 1197, 2nd District, 2nd Section, Fulton County, Georgia.

- Community Development Director, Kathi Cook, came forward to present this item.
- The applicant, Gloria Herdee, is requesting a rezoning to allow an existing two (2) story building to be used for a residential dwelling unit over office or certain commercial uses on 0.357 acres in the Downtown. A rezoning is requested from O-I (Office-Institutional) to DT-LW (Downtown Live-Work). The subject property is located at 302 North Main Street on the west side of North Main Street and north of Mayfield Road.
- This item was considered at the November 6, 2025 Planning Commission meeting. There were no public comments. After discussion, the Commission recommended approval subject to the staff recommended conditions (vote 7-0).
- Staff recommends that Mayor and Council approve Z-25-12 HERDEE/302 North Main Street, subject to the following conditions:
 1. Approximately 0.357 acres shall be rezoned to DT-LW, as depicted on the submitted survey by Engineering 303. Property shall be limited to 1 residential dwelling unit, an office, and commercial uses permitted in the DT-LW zoning district subject to the approval of a conditional use. There shall be no outdoor storage, including the overnight parking of commercial vehicles.
 2. Commercial uses subject to conditional use approval shall be limited to 'Art Gallery', 'Bakery', 'Banking/Mortgage Company', 'Barber/Beauty Shop', 'Book Store',

'Dance Studio', 'Fitness Studio', 'Florist', 'Print Shop', 'Restaurant', 'Retail Establishment (no mixed-sales)', and 'Shop or Studio, Craftsman/Artist'.

3. To comply with the Downtown architectural standards, the applicant shall add panels to the ground floor storefront glass, replace modern railings, and add mullions to windows, as approved by Staff.
 4. Parking lot and driveway shall be resurfaced and parking lot re-stripped for the minimum parking spaces required based on the use of the building, as approved by Staff.
 5. Minimum 10' landscape strip shall be installed along North Main Street. Landscape strip shall be planted with shade trees as a continuation of what has been planted or designed in the Downtown and outside of utility easements and overhead utilities, as approved by DRB.
 6. If the parking lot is expanded, minimum 5' landscape strips along the north and south property lines shall be planted with a mix of evergreen and hardwood trees and shrubs, as approved by DRB. In addition, parking lot shall be screened along North Main Street with a double row of shrubs, as approved by DRB.
 7. Developer shall plant Creeping Phlox (pink or white) at the top of the GDOT wall along the property frontage, with final approval by DRB.
 8. If a dumpster is utilized, dumpster shall be contained within a masonry enclosure that is compatible with the primary building and with opaque decorative metal gate, with final approval by DRB.
- The property is zoned O-I and was developed in 1955 with a two (2) story, 2,960 square foot duplex. The existing building was developed at the rear of the property and is setback approximately 175' from North Main Street. Surrounding properties are zoned DT-LW to the north, O-I to the east and south, and R-15 (Dwelling, 'For-Sale', Residential) to the west. An unoccupied structure is located to the north, Realty on Main Alpharetta is located to the east, TMRK Investors is located to the south, and unplatted single-family lots are located to the west. The comprehensive land use designation of the property is 'Mixed Use Live Work', which supports the applicant's proposal.

- The submitted site plan depicts re-use of an existing two (2) story, 2,960 square foot building. The site plan does not depict any modifications to the site. Access to the property will continue through the existing curb cut off North Main Street. A minimum ten-foot (10') landscape strip is required along North Main Street.
- The applicant proposes utilizing the existing 2,000 square feet parking lot which has a capacity of up to nine (9) parking spaces. The proposed use of the building would require between eight (8) to ten (10) parking spaces depending on the use of the first floor as an office or certain commercial uses. The existing parking lot provides sufficient area to accommodate the parking needs of the applicant's proposed uses with a small expansion of one (1) parking space, if the 1st floor is used for commercial use.
- The Downtown Code requires a minimum ten percent (10%) amenity space, or 1,555 square feet, for the proposed site. The front yard will be landscaped to comply with the minimum open space requirement. Currently, the applicant does not propose any tree removal or changes to the impervious area of the site.
- The applicant plans to remodel the existing structure as shown on the submitted rendering. The changes were approved by the Design Review Board (DRB) on June 16, 2023. However, if approved Staff recommends that panels be added to ground floor storefront glass to frame the entrances.
- As shown in the table below, Staff estimates that the applicant's proposed uses would generate approximately 3 – 4 AM Peak Hour trips and 3 – 4 PM Peak Hour trips.
- The Citizen Participation Plan Report submitted by the applicant states that property owners within 500' were contacted regarding the applicant's intent. The report states that the only comments received were at the CZIM.
- The Community Zoning Information Meeting was held on October 8, 2025. There were a few public comments with no objections.
- Staff has reviewed the applicant's proposal against the review criteria for a rezoning. The zoning proposal is consistent with the future land use designation of the property and surrounding area, which is 'Mixed Use Live Work'. In addition, the zoning proposal is compatible with surrounding and nearby properties, which are similarly developed

with a mix of office, residential, and commercial uses. If approved, commercial uses should be limited and will require approval of a conditional use.

- The applicant, Alexis Severit (285 Pebble Trail, Alpharetta, GA 30009), came forward to speak on behalf of this application.

PUBLIC COMMENTS:

- **IN FAVOR**

- Denise Oliveres, 4090 Breckinridge Court, Alpharetta, GA 30005

❖ Council Member Mitchell offered a motion to approve Z-25-12 HERDEE/302 North Main Street, subject to the following conditions:

1. Approximately 0.357 acres shall be rezoned to DT-LW, as depicted on the submitted survey by Engineering 303. Property shall be limited to 1 residential dwelling unit, an office, and commercial uses permitted in the DT-LW zoning district subject to the approval of a conditional use. There shall be no outdoor storage, including the overnight parking of commercial vehicles.
2. Commercial uses subject to conditional use approval shall be limited to 'Art Gallery', 'Bakery', 'Banking/Mortgage Company', 'Barber/Beauty Shop', 'Book Store', 'Dance Studio', 'Fitness Studio', 'Florist', 'Print Shop', 'Restaurant', 'Retail Establishment (no mixed-sales)', and 'Shop or Studio, Craftsman/Artist'.
3. To comply with the Downtown architectural standards, the applicant shall add panels to the ground floor storefront glass, replace modern railings, and add mullions to windows, as approved by Staff and that the downtown design consultant/architect will look at property and follow example A that Kathi Cook showed to the public.
4. Parking lot and driveway shall be resurfaced and parking lot re-striped for the minimum parking spaces required based on the use of the building, as approved by Staff.
5. Minimum 10' landscape strip shall be installed along North Main Street. Landscape strip shall be planted with shade trees as a continuation of what has been planted or designed in the Downtown and outside of utility easements and overhead utilities, as approved by DRB.

6. If the parking lot is expanded, minimum 5' landscape strips along the north and south property lines shall be planted with a mix of evergreen and hardwood trees and shrubs, as approved by DRB. In addition, parking lot shall be screened along North Main Street with a double row of shrubs, as approved by DRB.
 7. Developer shall plant Creeping Phlox (pink or white) at the top of the GDOT wall along the property frontage, with final approval by DRB.
 8. If a dumpster is utilized, dumpster shall be contained within a masonry enclosure that is compatible with the primary building and with opaque decorative metal gate, with final approval by DRB.
 9. The property will remain owner occupied, and if not, the property owner would have to return to council for approval.
- Council Member Hipes seconded the motion.
 - The motion was approved unanimously (5-0).

C. CU-25-16 Golf Envy/Windward MP Pod 4

Consideration of a conditional use to allow 'Recreation Facilities, Indoor' for Golf Envy in the Terraces at Windward shopping center. The property is located at 3070 Windward Plaza, Suite Q & R and is legally described as being located in Land Lots 1048, 1107 & 1108, 2nd District, 1st Section, Fulton County, Georgia.

- Community Development Director, Kathi Cook, came forward to present this item.
 - The applicant, Kyle Romeo, is requesting a conditional use to allow 'Recreation Facilities, Indoor' in a 3,278 square foot suite in an existing shopping center for Golf Envy. According to the application, Golf Envy is a 24/7 indoor golf simulator facility. The subject property is located at 3070 Windward Plaza, Suites Q & R near the northeast corner of Windward Plaza and Windward Parkway.
 - This item was considered at the November 6, 2025 Planning Commission meeting. There were no public comments. After discussion, the Commission recommended approval subject to the staff recommended conditions. Vote 7-0.
 - Staff recommends that Mayor and Council approve CU-25-16 Golf Envy/Windward MP Pod 4, subject to the following conditions:

1. 'Recreation Facilities, Indoor' shall be added as a conditional use at 3070 Windward Plaza, Suites Q & R and limited to no more than 3,278 square feet.
 2. Conditional use approval shall be limited to Golf Envy; no additional 'Recreation Facilities, Indoor' use or subleasing shall be permitted within the approved space.
 3. 'Recreation Facilities, Indoor' shall be limited to an indoor golf simulator facility.
 4. Hours of operation shall be 24 hours/day, 7 days/week, 365 days/year. The business shall utilize an access control system allowing for real-time monitoring, automated booking, emergency contact, and video surveillance. Regular staffed hours shall be Monday – Friday 8:00 AM – 6:00 PM and weekends hours are variable based on demand.
 5. No alcohol or any other recreational substances shall be permitted on the premises.
- The property is zoned CUP (Community Unit Plan) subject to the Windward Master Plan Pod 4, which is designated Commercial. The property is developed with a strip shopping center (The Terraces at Windward) and two (2) out buildings, including the former CVS building. Surrounding properties are zoned CUP and subject to the Windward Master Plan. Windward Fairways office complex is located to the south and west, a two (2) story office building is located to the north, the former Wells Fargo site is located to the east, and a one (1) story retail building is located to the south. The comprehensive land use plan designation of the property is 'Commercial', which supports the applicant's proposal.
 - According to the application, Golf Envy is a 24/7 indoor golf club business that offers its members the use of state-of-the-art golf simulator technology that fits within their schedule. The 24/7 model allows members to practice golf before early morning meetings, after late work hours, or during off-peak times when traditional facilities are closed. The applicant estimates that overnight users would represent five percent (5%) to ten percent (10%) of total users. Regular staffed hours of operation will be Monday – Friday 8:00 AM – 6:00 PM and weekends will be variable based on demand. The businesses will utilize an access control system by way of a smartphone application, which will allow real-time monitoring, automated booking, emergency contact, and

video surveillance. Four (4) private golf simulator bays are proposed within the space, which can accommodate up to five (5) persons each. There will be no food or beverage service with the business.

- Golf Envy is proposed in suites Q & R which is 3,278 square feet and located on the 2nd floor of the Terraces at Windward shopping center. The applicant does not propose any changes to the site or building. There are approximately 546 parking spaces on the property. Unified Development Code (UDC) parking requirements for the shopping center and the applicant's proposed use are calculated in the table below. The applicant's proposal is supported by a sufficient amount of parking.
- Staff estimates that the proposed use will generate approximately two (2) AM Peak Hour trips and five (5) PM Peak Hour trips.
- The Citizen Participation Plan Report submitted by the applicant states that letters were mailed to each property owner within 500' of the subject property stating the applicant's intent. The report states that no public comments were received.
- The Community Zoning Information Meeting was held on October 8, 2025. There were no public comments.
- Staff has reviewed the applicant's proposal against the review criteria for a conditional use. The proposal would not adversely affect the existing use or usability of adjacent or nearby properties, which are primarily developed with a variety of commercial and office uses. Allowing a recreational or entertainment use at The Terraces at Windward shopping center would draw additional customers to the center benefiting the existing businesses.
- The Applicant, Kyle Romeo, came forward to speak on behalf of this application.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to approve CU-25-16 Golf Envy/Windward MP Pod 4, subject to the following conditions:
 1. 'Recreation Facilities, Indoor' shall be added as a conditional use at 3070 Windward Plaza, Suites Q & R and limited to no more than 3,278 square feet.

2. Conditional use approval shall be limited to Golf Envy; no additional 'Recreation Facilities, Indoor' use or subleasing shall be permitted within the approved space.
3. 'Recreation Facilities, Indoor' shall be limited to an indoor golf simulator facility.
4. Hours of operation shall be 24 hours/day, 7 days/week, 365 days/year. The business shall utilize an access control system allowing for real-time monitoring, automated booking, emergency contact, and video surveillance. Regular staffed hours shall be Monday – Friday 8:00 AM – 6:00 PM and weekends hours are variable based on demand.
5. No alcohol or any other recreational substances shall be permitted on the premises.

- Council Member Mitchell seconded the motion.
- The motion was approved unanimously (5-0).

D. The following items have been deferred or withdrawn and will not be considered during this meeting.

1. E-25-09 Activate Games Sign Exception

DEFERRED: This item has been deferred to the December 1, 2025 City Council Meeting and will not be considered during this meeting.

Consideration of a sign exception to allow an additional wall sign for Activate Games. An exception is requested to Unified Development Code (UDC) Subsection 2.6.12(E) to allow a third wall sign. The property is located at 3020 Windward Plaza and is legally described as being located in Land Lots 1048, 1107 & 1108, 2nd District, 1st Section, Fulton County, Georgia.

2. Z-25-07/CU-25-15/V-25-20 Alpharetta District Places

DEFERRED: This item has been deferred by the applicant to the December 8, 2025 City Council Meeting and will not be considered during this meeting.

Consideration of a rezoning, conditional use, and variances to allow for 195 'Dwelling, 'For-Rent' units, 20,000 square feet of retail, and 10,000 square feet of restaurant on 3.02 acres in the Downtown. A rezoning is requested from C-2 (General Commercial) to DT-C (Downtown Core) and a conditional use is requested to allow 'Dwelling, 'For-Rent'. Variances are requested to Unified Development Code (UDC) Appendix A:

Alpharetta Downtown Code Subsection 2.3.3(E) to modify the Collector Street Commercial/Mixed-Use streetscape requirements and Subsection 3.5.5 to increase the maximum building footprint. The property is located at 0 South Main Street and 131 South Main Street and is legally described as being located in Land Lot 695, 1st District, 2nd Section, Fulton County, Georgia.

3. PH-25-18 Hudson Park – Change of Condition

DEFERRED: This request has been deferred and will not be considered at the November 17, 2025 City Council meeting.

Consideration of a request to change previous conditions of zoning related to the Weatherford House. The proposed change would allow for the construction of a replica of the Weatherford House instead of restoration of the existing structure. The property is located at 193 Canton Street and is legally described as being located in Land Lots 1197 & 1252, 2nd District, 2nd Section, Fulton County, Georgia.

4. Z-25-11 O'Neal/322 North Main Street

WITHDRAWN: This request has been withdrawn by the applicant and will not be considered at this City Council Meeting.

Consideration of a rezoning to allow an existing structure to be used for a dentist office and a single-family dwelling unit on 0.353 acres in the Downtown. A rezoning is requested from O-I (Office-Institutional) to DT-LW (Downtown Live-Work). The property is located at 322 North Main Street and is legally described as being located in Land Lot 1197, 2nd District, 2nd Section, Fulton County, Georgia.

7. PUBLIC COMMENT

- There were no public comments.

8. REPORTS

- Council Member Hipes shared that this Saturday, is one of Alpharetta's favorite events – the Alpharetta tree lighting. Events will begin at 5:00 pm and there will be lots of activities and an appearance from Santa.
- Council Member DeRito shared his sincere appreciation for the residents of the City of Alpharetta for their participation in the most recent election. He shared that most individuals

he spoke with had very positive feedback about the city and its employees. Additionally, he congratulated Katie Reeves and welcomed her to serving on the City Council in the future.sd

- Mayor Gilvin shared that he and City Administrator, Chris Lagerbloom, recently attended a Diwali event and it was incredible and heartwarming to see a part of our community give back. He also invited everyone to attend the interdenominational thanksgiving event, which will be at the Alpharetta Methodist Church tomorrow night.

9. EXECUTIVE SESSION (IF NECESSARY)

- There was not an executive session.

10.ADJOURNMENT

- ❖ Council Member DeRito offered a motion to adjourn the meeting.
 - Council Member Mitchell seconded the motion.
 - The motion was approved unanimously (5-0).
- With there being no further items to consider or discuss, Mayor Gilvin adjourned the meeting at 8:33 p.m.

Respectfully submitted,



Lauren Shapiro, City Clerk